



Postal Registration No. N.E.-771/2006-2008

THE GAZETTE OF MEGHALAYA

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PART - IX

Advertisements and Notices by Government Offices and Public Service

NOTICES

STANDARD FORM OF APPLICATION

Photo

Dated, _____

To

The _____

Sir,

I beg to apply for the post of _____ and furnish the facts/as below in case of any false statement I am liable to any action Government may deem fit and proper. A Treasury Challan of Rs. _____ vide T. V. No. _____ is attached herewith.

Signature of Applicant

1. Full name in capital letters with address; if any; Surname first
(Please do not use any initials)

Surname

2. Date of Birth :

Year

Month

Date

3. Place of Birth :

Village/Town

Police Station

District

State

4. Father's/Mother's and Husband's (in case of married female)
(Please do not use initials).

5. Personal description :

A. Height

_____ M _____ Cm.

B. Colour of Eyes

C. Colour of Hair :

D. Visible distinguishing marks (if any)

6. A. Permanent Address in full.

B. Present Address in full.

C. If you have not resided at the above address continuously for the last four years. Please give the other address where you have resided during the period.

From :

To :

Address :

7. References :—

Name and address of two responsible persons in your localities who would be prepared to vouch for you.

A.

B.

8. Are you citizen of India? If so, how? (Copy of Citizenship Certificates should be enclosed where necessary).

9. Educational and other qualifications (Please attach copies of Certificates, Mark Sheets etc.)

Sl. No.	Name of Institution and Address	Date of entering	Date of leaving	Examination passed	Division	Subject taken
1.	2	3	4	5	6	7

1.

2.

3.

4.

5.

6.

10. Community :

(a) State your religion :
Scheduled Tribe?
Particulars supported

(b) Are you a member of Scheduled Caste/
Answer "Yes" or "No". If "Yes" give particulars by a Certificate (Copy to be enclosed).

11. Present occupation, if any :

12. Previous appointment held, if any :

13. Are you a temporary/retrenched personnel of temporary Department of the Government of Meghalaya, Answer "Yes" or "No" (If "yes" give particulars).

14. Are you trained in or a member of the National Cadet Corps or Territorial Army? If so, give particulars.

15. Are you married or unmarried?

Signature.

Note : Particulars are to be filled in below the column in the space provided.

21st February, 2008

No.S.105/Vol-II/99-08/SCRB/63.—Sealed tender affixing non-refundable Court Fee Stamp of Rs. 200/- (Rupees two hundred) only are invited from bonafide, established, reputed manufacturers and registered reputed intening firms and supplier (s) for entering into rate contract for supply of computer Consumable item and peripherals for the finalicial year 2008-2009 as per specification in Annesure “A” and terms and conditions laid down in the Tender Notice.

Terms amd Conditions :-

1. Items offered must be reputed companies/manufacturers and should meet with all the specifications as those gien in annexure “A” and will received upto 12:00 hours 21st March 2008 by hand or by post. These will be opened on the same day at 15:00 hours. Tenderers or their authorized representatives are invited at thetime of opening of the tender.
2. **Tender must be accompanied by :-**
 - (a) Affixed non-refundable Court Fee Stamp of Rs. 200/-
 - (b) Valid and current income Tax clearance certificat fromthe Income Tax Department.
 - (c) Valid current Sales Tax Certificate from the Superintendent of Taxes.
 - (d) Attested copy of Valid Trading Licence in terms of KHADC, JHDC, & GHADC (for non-tribal)
Regulation Act 1954 by tenderers who are required to obtain such License.
3. **The following information must be mentioned on the body of the envelope containing the quotations, failling which the sealed envelope of the quoting firm will not be opened :-**
 - (a) Sale Tax certificate - is enclosed
 - (b) Income Tax certificate - is enclosed
 - (c) Earnest Money - is enclosed
 - (d) Court Fee Stamp - is enclosed
 - (e) Trading License from KHADC, JHADC & GHADC (for non-tribal)
 - (f) SC/ST Certificate.
 - (g) Passport size photograph of the bidder should also be enclosed.

Failure to enclose any one of those above documents or any invailed documents will result in authomatic rejection of the quotation.
4. **Rates quoted :**
 - (a) Should be inclusive of all charges, like custom duty packing, insurance, taxes and other incidental charge. Only local taxes should be shown separately if appllicable
 - (b) Should be inclusive of the cost of all accessories up to March, 2009.
 - (c) Should be valid for one calendar year from the date of acceptance of tender. Should be quoted separately for each item.
 - (d) Should be quoted FOR destination Shillong door delivery Additional Director General of Police, (CID), Meghalaya, Shillong.
 - (e) Should be written clearly in figure and in words. Any alteration or over writing must be fully signed by the tenderers.

- (f) Once the rates offered in the quotation are accepted, no enhancement will be entertained at any circumstances and tenderers will be liable to supply the items at the rate accepted by the Addl. Director General of Police, (CID) Meghalaya, Shillong. Failure to supply the items at the accepted rates will entail the offer being cancelled and the security money will be forfeited to the Government of Meghalaya.
5. Tender/Quotation should be addressed to the undersigned by designation and not by name. Sealed envelope containing the quotations must be super-scribed as "Tender for Supply of Computer Consumable item and Pheripherals for the financial year 2008-2009" and must be sent by register post or hand delivery.
6. The successful tenderers will be :-
- (a) Intimated by letter of Acceptance of Addl. Director General of Police, CID, Meghalaya, Shillong. Till then, no bidder has, any right to assume that his/her quotation has been accepted. There shall be no claim for compensation for any expenditure incurred by any tenderers in anticipation of acceptance letter.
- (b) Required to furnish a security deposit as per rates mentioned below and execute the contract agreement to fulfillment of the terms and conditions of the contract, which successful tenderer (s) will have to enter into. Such security deposit will be subjected to forfeiture in case of non-fulfillment of terms and conditions of the tender notice on the contract agreement. The earnest money of the successful tenderer (s) will not be released till the security deposit is furnished. Earnest Money of the successful tenderer(s) will be forfeited to the Government in case of failure to furnish security money in full.
7. Rates of Security Deposit :-
- (A) For contract upto Rs. Rs.20.000/----- 2% from local and 3% from non-local.
- (B) For contract upto Rs. Rs.50.000/----- 3% from local and 3% from non-local.
- (C) For contract upto Rs. Rs.1,00,000/----- 4% from local and 5% from non-local.
- (D) For contract upto Rs. Rs.1,00,000/-----5% for all Categories.
- The Security Deposit should be interest free and in the form of a valid Bank Draft/Deposit at Call pledged in favour of the undersigned.
8. The Addl. Director General of Police, CID, Meghalaya, Shillong may rescind forthwith the contract in writing if.
- (a) A Tenderer assigns or sublets any contract in respect of contract or any other contract entered into with the Government.
- (b) Tenderer or his agent/Servant are found guilty of fraud of this contract or any other contract.
- (c) Declines, neglect or delays to comply with demand/requisition or in any other way fails to perform or observe any of or all the conditions of the contract agreement.
- In case of such rescission the Security Deposit in full shall stand forfeited and absolutely be at the disposal of the Government without prejudice to any other remedy or action that the Government shall be entitled to recover from the successful Tenderer any extra expenses Government may deem necessary in obtaining the supplies.
9. In the event of the successful Tenderer failing to perform his/her part of any or all the contract agreement to the satisfaction of the Department or disregarding terms and conditions of the Tender Notice and or the contract agreement the successful Tenderer shall be liable to any or all of the following action at the discretion of the Addl. Director General of Police, CID, Meghalaya, Shillong on behalf of the Government of Meghalaya.
- (i) Forfeiture of security deposit in whole or part.
- (ii) Making good the loss caused to the Government through the liability, neglect, delay in complying with the demand.
- (iii) Cancellation of the contract without any prior notice to the contractor.

10. If the successful Tenderers willfully neglects, fail to perform or observe any or all conditions of the contract agreement or attempts to cheat or indulge in foul practices, the Addl. Director General of Police, CID, Meghalaya, Shillong may impose a ban upon such Tenderer(s) for future business within the Department.
 11. Once the rate is approved, no change of brand name or specification will be entertained even on the plea of non-availability offer of same quality or alternative offer of the same quality.
 12. The store supplied must be of the same specification, brand and quality as the tender, if not the undersigned have the right to reject and the supplier must replace the rejected items at their own cost forthwith and in a period of 21 (twenty one) days from the date of rejection.
 13. Delivery must be completed within 5 (five) days from the date of receipt of the supply orders. No extension of delivery period will be entertained.
 14. Risk of transportation will be borne by the Tenderer themselves.
 15. The Purchase Board reserves the right to reject the lowest rate or any of the tender without assigning any reason.
- N. B: Details can be obtained from the office of the undersigned on any of the working days between 10:00 AM to 4:30 P.M.

Superintendent of Police, SCRB,
Meghalaya, Shillong.

NOTICE

Sealed tenders for supply of computer consumable & peripherals items to the Office of the Additional Director General of Police, CID, for the current year 2008-2009 will be received by the undersigned up to 12: hours on 21st March, 2008 and will be opened on the same day at 15:00 hours. Details may be collected from the office of the undersigned on any working days

Superintendent of Police, SCRB,
Meghalaya, Shillong.

ANNEXURE - 'A'**List of Computer Consumable items and other requirements.****1. Computer papers in (1000) sheets :-**

- (a) 10x12x1 part
- (b) 10x12x2 part
- (c) 10x12x3 part
- (d) 15x12x1 part
- (e) 15x12x2 part
- (f) 15x12x3 part

2. 1.44 MB Floppy**3. Pager cutter**

- a. Big size
- b. Medium size

4. Printer Ribbon high Density/Inkjet Cartridges :

- a. NEC PIN Writer P6300I
- b. Epson LQ 1050+DX(24pin)
- c. TVS MSP 355 Classic
- d. Wipro HQ. 1040+
- e. Wipro LQDSI 5325
- f. FX 105/MSP 245
- g. FX 105/MSP 245 LIPI
- h. GS 100/415/HQ 1030 +
- i. KXP 1624 FULL MARK
- j. KXP 1694/170
- k. LQ 1050/MSP 345/HQ 1040/HQ 1070
- l. LQ 1050/MSP 345 LIPI
- m. LQ 540
- n. LQDSI 5325
- o. LSP 100
- p. LS 240/540/Gs 2400
- q. LS 800/MSP 240/L 300 LQ 300
- r. LQ 800/L 300/LQ 300 LIPI
- s. ML 82
- t. MT661/T 6100 LIPI
- u. T 2245 LIPI
- v. T 6215/6306 LIPI
- w. Ollivette PR 2
- x. PCO Ribbon 2 colour
- y. Printonix
- z. TVSE Proton
- aa. TVSE Ink Bank

5. Top class ribbon refills :-

- a. 8mm x 1.8 Mtrs (KXP 1150)
- b. 12.7mm x 10 Mtrs (LX800)
- c. 12.7mm x 15Mtrs (FX105)

6. CD's (packet of 10 Nos.) :-

- a. (i) CD-R 52xSoft cover
- (ii) CD-R 52x Hard cover
- b. (i) CD-RW 10x Soft cover
- (ii) CD-RW 10x Hard cover

- c. (i) DVD-R 16x(4GB) soft cover
(ii) DVD-R 16x(4GB) Hard cover
- d. (i) DVD-RW 16x(4GB) soft cover
(ii) DVD-RW 16x(4GB) Hard cover
- e. (i) Original CD soft cover
(ii) Original CD Hard cover

7. Print Cartridges :-

- a. Toner for Xerox Work Centre (Xd 100 Series)
- b. Toner for Xerox Work Centre Pro 320/412
- c. Print Cartridge C7115A/C3906F/C3900A/C4127x/C4092A/C09A./C4129x/715A/92274A/92298x/C3903F/Q2612A./Q2610A/C9720A (Black)/C9721A (Cyan)/C9722A(Yellow)/C9723A(Magenta) for HP Laser Jet 3300/4600DN/3330/1200.
- d. HP Black Print Cartridge C8727A/852/51645A for HP Desk Jet 3550/3420/3325/3535/3250/930C/3121/21
- e. Hp.Tri Colour Print Cartridge C8728A/855/6578D for Hp Desk Jet 3550/3420/3345/3535/3250/930C/3121/22

8. Mouse :-

- a. USB Optical Mouse (Wire and wireless)
- b. Scroll Mouse PS2
- c. USB Optical mouse serial
- d. Optical Gel Mouse

9. Key Board :-

- a. Key Board PS2 107 Keys
- b. Key Board USB 107 Keys Wired and Wireless.

10. UPS :-

- a. UPS 500 VA
- b. UPS 1KVA

11. UPS Batteries :-

- a. 500 VA
- b. 1 KVA

12. Printer :-

- a. HQ 1040+
- b. LQ 1050+DX
- c. TVS MSP 355
- d. TVS MSP 345 XL
- e. TVS MSP 245 XL
- f. LQ 300+
- g. LQ 5400
- h. DS 15235
- i. Epson LQ 1150
- j. Epson LX 300

13. Printer Head :-

- a. NEC P 6300i
- b. Wipro HQ 1040+
- c. Wipro LQ 1050+DXGold/LQ 1050+DX/LQ 1050+
- d. TVS MSP 355 classic
- e. Wipro EX 1050/FX 1170
- f. Wipro LX 240/LX 540
- g. Wipro EX 100 SX/EX 300
- h. Wipro EX 200 Dx

- i. Epson LQ 1150
- j. Epson LX 1050
- k. Wipro LX 800/EX 200 SX
- l.. Wipro LQEX20506 + /EX 330
- m. Epson LX 300
- n. Epson LQ 300
- o. TVSE MSP 46/146
- p. TVSE MSP 55/155
- q. TVSE MSP 245
- r. TVSE MSP 245/255
- s. TVSEQX SERIES MSP 345
- t. TVSE NOVO 130
- u. TVSE MSP 355

14. Head Cleaner :-

1.44 MB Floppy Drive Head/Lens Cleaner

15. USB Connector Cable for pen drive :-

- (a) USB connector Male/Female
- (b) USB BOx connector for pen drive

16. Monitor Filter Screen :-

- (a) Anti Glare Screen 15"
- (b) - do - 17"

17. CD/DVD Wallet :-

- (a) 25 CD's
- (b) 40 CD's
- (c) 48 CD's
- (d) 50 CD's
- (e) 80 CD's
- (f) 100 CD's
- (g) CD Bag round shaped
- (h) CD pouch
- (i) CD outer
- (j) CD cover

18. 1.44 MB Floppy container :-

- (a) To house 10 nos.
- (b) To house 20nos.
- (c) To house 50 nos.

19. Disk cover :-

- (a) Transparent
- (b) Non Transparent
- (c) Plastic

20. Computer Devices:-

- (a) Internet Modern
- (b) Fire Wie Card
- (c) PCI USB Card
- (d) Card Reader
- (e) Web cam

21. Multimedia speakers:-

- (a) 2.1 System
- (b) 4.1 System
- (c) 7.1 System
- (d) 240 creative SBS
- (e) Speaker normal

22. Head phone :-

- (a) Head phone normal
- (b) Head phone
- (c) Wireless Phone

23. Cable :-

- (a) Printer cable parallel
- (b) Printer cable USB
- (c) USB to serial cable
- (d) USB to parallel cable
- (e) USB to USB data cable
- (f) USB to IRDA port SBV
- (g) USB Cable for HP Desk Jet Printer Laser Jet Printer

- 24. HP C5718A DDS-4 Data Cartridge (40 GB)
- 25. HP C5707A DDS-2Data Cartridge
- 26. HP C5709A DDS cleaning Cartridge
- 27. Hard DiskDrive 80 GB
- 28. 1 GB USB Pen Drive / Flash Drive
- 29. 128 MB USB Pen Drive.
- 30. 512 MB USB Pen Drive
- 31. Blue Tooth
- 32. CMG Verified ETL CAT 5 Patch Cable (in100mts)
- 33. RJ-45 Connectors
- 34. HUB 8 Port 10/100 Mbps
- 35. Network Switch 24 port 10/100 Mbps
- 36. CD-Writer (Combo Drive 52xRead & Write)
- 37. DVD Writer normal
- 38. DVD writer 16xDVD Read and Write & 52xCD Read and Write
- 39. DVD Rom 16x
- 40. CD Rom Drive 52x
- 41. Ethernet Card 100/10 Mbps
- 42. Norton Anti Virus 2006 Subscription Renewed Card
- 43. Norton AntiVirus Software
- 44. Norton Internet Security 2008 Subscription Renewal Card
- 45. PCTV Rave Tuner Card
- 46. 256 MB/512 MB RAM
- 47. Mouse Pad
- 48. Computer Power Cord Male/Female
- 49. Lunia Spike Suppressor

NB : Brand of items/equipments to be mentioned clearly.

Superintendent of Police, SCRB,
Meghalaya, Shillong.